

TO ALL MEMBERS OF MARDEN PARISH COUNCIL

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Annual Parish Council meeting of Marden Parish Council to be held on Tuesday 12th May 2026 at 7.30pm at The Allens, Albion Road, Marden

Alison Hooker

Alison Hooker (Mrs)

Clerk to Marden Parish Council

5th May 2026

clerk@mardenkent-pc.gov.uk / 01622 832305 / www.mardenkent-pc.gov.uk

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e-g. Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

AGENDA

The current Vice-Chairman, Cllr Anne Boswell, will take the chair for the first item on the agenda.

001/26 ELECTION OF CHAIRMAN

The Cllrs standing for Marden Parish Council Chairman for the forthcoming Council year to be proposed and seconded. All Cllrs to vote if more than one candidate.

The newly elected Chairman to sign the Declaration of Office of Chairman and to be witnessed by the Proper Officer.

The new Chairman to take the chair for the remainder of the meeting.

002/26 ELECTION OF VICE-CHAIRMAN

The new Vice-Chairman for the forthcoming Council year to be elected.

003/26 PRESENT

004/26 APOLOGIES FOR ABSENCE

Apologies for absence to be received.

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will not be attending the meeting.

005/26 COUNCILLOR INFORMATION

**Declaration of Pecuniary and Non-Pecuniary Interests
Changes to Register of Interest
Granting of Dispensation**

006/26 MINUTES OF THE PREVIOUS MEETING

To receive and accept as true records the Minutes of the Parish Council meeting held on 14th April 2026.

[Meetings – Marden Parish Council](#)

007/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

Members of the public to make themselves known to the meeting as to whether they wish to raise any issue under this item.

The meeting to be adjourned for the following items:

PUBLIC FORUM

Members of the public will be given the opportunity to raise any issue under this item.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report
Borough Councillors Report
Police

The meeting to be reconvened to discuss item 008/26 onwards.

008/26 CLERK'S REPORT

To receive and note the Clerk's report – *in meeting pack*

009/26 APPOINTMENT OF COMMITTEES/SUB-COMMITTEES

Cllrs to be appointed to the following Committees and Sub-Committees
(*Chairman and Vice-Chairman ex-officio on Committees and Chairman ex-officio on Sub-Committees*)

List of appointed Cllrs on Committees/Sub-Committees for 2025/26 in meeting pack

Committees

Amenities

Finance (Number increased to Chairman/Vice-Chairman plus 5 Cllrs, as agreed at Finance Committee meeting on 28th April).

Planning

Sub-Committees

Human Resources

Open Spaces (as agreed at the 25th November 2026 Amenities Committee:
Cemetery and Open Spaces to be combined under one Sub-Committee)

010/26 APPOINTMENT OF SUB-GROUPS, WORKING GROUPS AND OUTSIDE BODIES

Cllrs to be appointed to the following Sub-Groups, Working Groups and Outside Bodies

Sub-Groups

Allotments

Byelaws

Communications

Environment

Play Scheme

Resilience Planning
Village Events
Neighbourhood Plan Steering Group

Working Groups

Asset Transfer Working Group
Highways Working Group

Outside Bodies

Community Engagement Forum
KALC Area Committee (Maidstone)
Maidstone Borough Council Cluster Group
Marden Dementia Friendly Community
Memorial Hall
Patient Participation Group
Public Transport & Highways

011/26 PARISH COUNCIL INFORMATION

Parish Assets

To receive and agree the list of parish assets at 31st March 2026.

[Asset Register – Marden Parish Council](#)

Dates of Parish Council Meetings for 2026/2027

To receive and note the proposed dates for Parish Council meetings in 2026/2027 – *in meeting pack*.

012/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs to receive and note written reports from Borough and County Councillors
Borough Cllr reports in meeting pack.

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot to provide a report on receive crime figures.

Crime Figures can be found at: [Marden and Yalding | Your area | Kent Police | Kent Police](#)

Other Police Matters

Communication

Newsletter

[News Articles – Marden Parish Council](#)

Marden Flooding

Cllrs to receive and updates from Southern Water

Infrastructure Spend Plan (ISP)

Cllrs to receive any new requests for inclusion in the ISP

Changing Rooms Refurbishment

Cllrs to receive information from architect regarding tenders received.

Public Conveniences – Solar Panels

Cllrs to receive updates on structural work

Allotments

Cllrs to receive update from Redrow solicitors.

Cllrs to consider next steps for allotment transfer.

Full Council Action Log

For Cllrs to note – *in meeting pack*

013/26 COMMITTEE REPORTS

Amenities Committee

Cllrs to note the Minutes of the Amenities Committee meeting held on 28th April which had previously been circulated and were available on the Parish Council website.

[Amenities Committee Meeting – 28 April 2026 – Marden Parish Council](#)

Planning Committee

Cllrs to note the Minutes of Planning Committee meeting held on 21st April and 5th May which had been previously circulated and available on the Parish Council website.

21st April : [Planning Committee meeting – Marden Parish Council](#)

5th May: [Planning Committee Meeting 5th May 2026 – Marden Parish Council](#)

Finance Committee

Cllrs to note the Minutes of the Finance Committee meeting held on 28th April which had been previously circulated and available on the Parish Council website.

[Meetings – Marden Parish Council](#)

Conferences/Meetings/Webinars/Other attended

Those in attendance to update the meeting on the following:

13th April – Open Spaces/Cemetery site meetings

21st April – Kent Road Safety Seminar

7th May – Opening of Changing Rooms tenders (reported at item 012/26 above)

12th May – Highways Working Group

12th May – HR Sub-Committee

Conferences/Meetings/Webinars/Events forthcoming

19th May – Cloudy IT webinar

19th May – HR webinar

26th May – KALC Area Committee AGM

30th May – Meet the Council at Marden Library

9th June – Play Inspection Training

014/26 CORRESPONDENCE

Cllrs to receive the following items for noting:

Marden Parish Council Office Correspondence Log – April – *in meeting pack*

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

015/26 FINANCE

Bank Statements:

The Clerk to provide details at the meeting.

Payments for Approval

Invoices for Payment

Invoices due for payment to be submitted to the meeting.

Standing Orders/Direct Debits

Cllrs to receive, and agree, standing orders and direct debits for 2026/27.

Financial Regulations, Policies and Risk Assessment

Cllrs to receive and ratify financial documents submitted by Finance Committee.

016/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

[MPC Highways Improvement Plan - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

Speedwatch

Cllrs to note dates for future sessions.

Public Transport

Meeting papers can be found separately to the agenda at: [Full Council Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email clerk@mardenkent-pc.gov.uk

Copies of agendas will be posted on the council's website, Facebook page and noticeboards or can be requested in advance by telephoning 01622 832305 or emailing clerk@mardenkent-pc.gov.uk



DRAFT MINUTES OF MARDEN PARISH COUNCIL FULL COUNCIL HELD ON TUESDAY 14TH APRIL 2026 IN THE OLD SCHOOL ROOM, MARDEN MEMORIAL HALL, MARDEN COMMENCING AT 8.15PM

Marden Parish Council operates under General Power of Competence since adopted on 7th May 2024. Minute Reference 012/24.

136/26 PRESENT

Cllrs Adam, Dobinson, Griffiths, Newton, Rabot (in the chair), Tippen and Turner were present. The Clerk, County Cllr Black and Borough Cllrs Couch and Russell were also in attendance.

137/26 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Boswell, Gibson, Goda and Summersgill.

138/26 COUNCILLOR INFORMATION

Declaration of Pecuniary and Non-Pecuniary Interests

There were no declarations of interest

Changes to Register of Interest

There were no changes to registers of interest

Granting of Dispensation

There were no requests for dispensation.

139/26 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 10th March 2026 were agreed and signed as a true record by the Chairman.

140/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

No members of the public were in attendance.

The meeting was adjourned for the following:

PUBLIC FORUM

No members of the public in attendance.

EXTERNAL VERBAL REPORTS (if in attendance)

County Councillor Report

County Cllr Black reported on the following:

Thanked MPC for invite to recent open morning, is working with Kent Highways regarding Hawkenbury bridge and the pothole situation within the village; Will update MPC once any update is received regarding Local Government Review and is supporting Maidstone River Festival. He also offered grants which were available to parishes.

Borough Councillors Report

Borough Cllrs Couch and Russell reported on the following:

A lot of fly tipping had been reported recently but MBC are getting on top of it; a new Mayor is due to take the position shortly; Heathlands SPD has been adopted and Call for Sites is scheduled for the new Local Plan Review in the next few months.

Police

Not in attendance.

The meeting was reconvened to discuss item 141/26 onwards.

141/26 CLERK'S REPORT

Cllrs had received the Clerk's report which included updates on outstanding issues/projects. These were duly noted.

142/26 PARISH MATTERS

Reports from MBC and KCC

Cllrs had received the written reports from Borough Cllrs. These were noted.

Police Update/Report from Police Forum

Crime Figures

Cllr Rabot provided a report on receive crime figures. Fairly low for February with 19 crimes reported, 10 of which were within the village area.

The Admin Assistant had started to retrieve crime information from the e-watch newsletter and produce a spreadsheet. From 10th March to date three crimes had been reported. Once reports from the Police website are received for March these would be reviewed against the spreadsheet.

Other Police Matters

Cllr Rabot was working with the Beat Officers to arrange further surgery dates.

Communication

Newsletter

The next newsletter is due for publication end of June. This edition will include the Parish Council annual reports from the Annual Residents' Meeting held earlier this evening.

Marden Flooding

No further information had been received from Southern Water or the MP.

Infrastructure Spend Plan (ISP)

No new requests had been received to be included in the ISP.

Changing Rooms Refurbishment

The Clerk had spoken to the architect and received all the tender information. This was currently being uploaded onto Find a Tender website.

Cllrs were asked to consider the architect being in attendance when the tenders were opened and for him to take away the tenders for analysis. This would then be reported back to Council.

RESOLVED: Cllrs agreed for the architect to be in attendance with two Cllrs and the Clerk when the tenders were open and to provide an analysis for Cllrs to review.

Public Conveniences – Solar Panels

The licence had been received from Maidstone Borough Council's solicitors and the Clerk and Cllr Rabot signed. This was witnessed by Cllr Turner. The document would now be returned to the solicitors and confirmation requested as to when work can commence.

Allotments

Cllrs had received a query on the response sent to Redrow regarding fencing which the Clerk had been replied to.

Assets of Community Value (ACV)

Cllrs were asked to consider the documents for resubmission of The Unicorn ACV.

RESOLVED: Cllrs agreed the application for resubmission for The Unicorn. The Clerk would now forward this to Maidstone Borough Council.

Swift Activity/Surveys in Marden

Cllrs considered Cllr Boswell's report on agreement of supporting proposal by High Weald Swift project and Marden Wildlife. No expenditure was required other than if MPC wished to install Swift boxes on parish owned land.

RESOLVED: Cllrs agreed to support this proposal with Marden Wildlife.

GDPR Training

Several Cllrs had undertaken GDPR training either via the Information Commissioner's Office website or through work. The Clerk had recorded this on the training spreadsheet. Other Cllrs/staff members were encouraged to complete as soon as possible.

MPC Resilience Plan

Cllrs considered the document and to the purchasing of equipment.

RESOLVED: Cllrs agreed to adopt the Resilience Plan and to purchase hi-viz vests, lighting and traffic cones at a cost of £85.00. Cllrs wished further information on generators – this would be taken back to the Resilience Planning Working Group.

MPC Documents

Risk Assessments

Cllrs agreed to adopt the risk assessments. The Clerk was in the process of updating the format and these would then be placed on the website.

Full Council Action Log

Cllrs noted the action log and requested that only six months of completed actions be circulated.

143/26 COMMITTEE REPORTS

Amenities Committee

Cllrs noted the Minutes of the Amenities Committee meeting held on 24th March which had previously been circulated and were available on the Parish Council website.

Site meetings held on Monday 13th April which would be reported to the next Amenities Committee meeting.

Planning Committee

Cllrs noted the Minutes of Planning Committee meeting held on 17th March which had been previously circulated and available on the Parish Council website.

Finance Committee

No Finance Committee meeting held in March.

Conferences/Meetings/Webinars/Other attended

Police Surgery – 13th March: Held at the Vestry Hall. Several residents attended to speak to the Police.

Cyber Resilience Webinar – 19th March: Clerk attended and needed to speak to insurers regarding cover on MPC's policy.

Cemetery Sub-Committee meeting – 24th March: Notes had been circulated regarding the maintenance plan for the planted area at the rear of the cemetery.

Rialtas Webinar – 24th March: Clerk attended. Update given on changes to the financial software.

PPG Meeting – 26th March: Cllr Tippen attended. New GP starting following the retirement of Dr Morgan.

Litter Pick – 28th March: A large number of volunteers attended. Report given to Amenities Committee

Mazars (External Auditor) Webinar – 30th March: Clerk attended. Update on changes to the Annual Governance and Accountability Return (AGAR) for the financial year 2025/2026.

Asset Transfer Working Group – 30th March: Notes circulated.

Resilience Planning Working Group – 30th March: Update given earlier in the meeting regarding the Resilience Planning document.

KALC Area Committee meeting – 30th March: Clerk attended and had circulated notes. Minutes from the meeting had not yet been received.

Open Spaces site meetings – 13th April: Notes of these meetings would be circulated shortly.

Annual Residents Meeting – 14th April: Different set up for this year. Several residents in attendance.

Conferences/Meetings/Webinars/Events forthcoming

KCC Road Safety Seminar – 21st April

Play Scheme Manager meeting – 22nd April

Chairman/Vice-Chairman meeting – 27th April

Meet the Council – 30th May

144/26 CORRESPONDENCE

Cllrs received the following items which were noted:

Marden Parish Council Office Correspondence Log – March

Marden Parish Church Magazine

KALC Newsletter

Clerk/Council publications

145/26 FINANCE**Bank Statements:**Revenue

Nat West: £16,680.65

Unity: £239,509.15 (Precept of £227,568.00 was paid into account on 10th April)

Capital

CCLA: £57,614.34

Payments for Approval

Invoices for Payment

Groundsman – PPE (Budget Code 4312) - £69.99
 M&M – Wetpour/play equipment repairs (Budget Code 4235) - £2,160.00
 ICCM – Annual Subscription (Budget Code 4100) - £110.00
 Graham Carey – grounds maintenance (Budget Code 4014) - £88.00
 Rialtas – Annual Subscription (Budget Code 4100) - £252.00
 Castle Water – public conv. Water supply (Budget Code 4327) - £9.83
 Ecosan – sanitary units (Budget Code 4328) - £136.13
 Memorial Hall – hall hire/office rent/refuse (Budget Codes 4052/4070/4074/4210) - £410.00
 Stanleys Garage – fuel – Budget Code 4316) - £207.16
 Maidstone Borough Council – Changing Rooms rates – Budget Code 4226) - £309.68
 Alison Hooker – Miscellaneous (Budget Codes 4005/4210/4303) - £67.18
 HMRC – April PAYE/NIC (Budget Codes 4000/4002) - £3,444.87
 Castle Water – Changing Rooms Water supply (Budget Code 4225) - £7.64
 Castle Water – Cemetery Water Supply (Budget Code 4302) - £11.11
 Total: £7,283.59

Cllrs agreed invoices and Cllrs Adam and Turner authorised on Unity.

Invoices Paid between meetings

April Salaries (Budget Code 4000) - £9,233.13 (Authorised by Cllrs Dobinson and Tippen)

Business Stream (Budget Code 4327) - £4,233.28 (*see below*)
 (authorised by Cllrs Gibson and Tippen)

Business Stream Account

Although the large invoice had been paid and this was being contested a further invoice had been received for over £3,000. Cllr Turner agreed to look into this over the next couple of days.

146/26 HIGHWAYS AND PUBLIC TRANSPORT

Highways

Highways Improvement Plan (HIP)

A meeting to be arranged in May to discuss the 2026 priority list.

Speedwatch

Several Speed Watch days were being planned and dates would be circulated to the Speed Watch group shortly.

Public Transport

A new timetable is due in May.

There being no further business the meeting was closed at 8.51pm.

Cllr Adrian Rabot
 Chairman

Date:

Marden Parish Council, Parish Office, Goudhurst Road, Marden
 01622 832305 / 07376 287981 / clerk@mardenkent-pc.gov.uk /
www.mardenkent-pc.gov.uk

Clerk's Report – Full Council 12th May 2026

Meetings etc 12th May 2026 to 9th June 2026

18th May – Age Friendly Parishes webinar
19th May – Cloudy IT webinar
19th May – HR webinar
19th May – EFCM
19th May – Planning Committee
23rd May – Motor Show at Southons Field
26th May – KALC Area Committee AGM
26th May – Amenities Committee
30th May – Meet the Council at Marden Library
31st May – Russet Runners 10k starting/finishing at Southons Field
1st June – Play Scheme registration opens
2nd June – Planning Committee
9th June – Play Inspection Training
9th June – Full Council

Correspondence Log

This has been updated with April's correspondence and is available in the meeting pack and on the website.

Full Council Action Log

Action Log updated following April's meeting – available in the meeting pack and on the website. Cllrs to note any outstanding issues assigned to them.

Clerk's Outstanding Issues:

Public Conveniences – Solar Panels

Licence has been returned to MBC solicitors – waiting for confirmation to commence work.

MPC Website

New website has gone live. Working through it to ensure all relevant documents have been transferred/uploaded.

Byelaws

Confirmation from Secretary of State to inform MPC that the application has been received.

Currently Working On:

End of Year Accounts (virtual meeting with Internal Auditor on 27th May)
Insurance Quotes
Play Scheme

Marden Parish Council
Council, Committee and Sub-Committee Structure 2025-2026

Key:
Chairman
Vice-Chairman
(ToR): Terms of Reference

Full Council *(ToR):*
Cllrs Adam, **Boswell**, Dobinson, Gibson, Goda, Griffiths, Newton,
Rabot, Summersgill, Tippen and Turner
Clerk: Alison Hooker

Amenities Committee *(ToR):*
(Chairman, Vice-Chairman + 4/6 Cllrs)
Cllrs **Boswell**, **Dobinson**, Goda, Newton,
Rabot, Summersgill, Tippen and Turner
Clerk: Rachel Weeks

Finance Committee *(ToR):*
(Chairman, Vice-Chairman + 2/4 Cllrs)
Cllrs **Adam**, Boswell, **Dobinson**, Gibson,
Griffiths and Rabot
Clerk: Alison Hooker

Planning Committee *(ToR):*
(Chairman, Vice-Chairman + 4/6 Cllrs)
Cllrs Adam, Boswell, **Gibson**, Goda,
Griffiths, Newton, Rabot and **Turner**
Clerk: Alison Hooker

Cemetery Sub-Committee *(ToR):*
(Chairman + 2/5 Cllrs)
Cllrs: Boswell, Goda, Newton, Rabot,
Summersgill and Tippen
Clerk: Rachel Weeks

Human Resources Sub-Committee *(ToR):*
(Chairman + 2/4 Cllrs)
Cllrs: Boswell, **Gibson**, Newton, Rabot and
Tippen (1 vacancy)
Clerk: Alison Hooker

Open Spaces Sub-Committee *(ToR):*
(Chairman + 2/5 Cllrs)
Cllrs: Boswell, Newton, Rabot, Tippen and
Turner **(2 vacancies)**
Clerk: Rachel Weeks

Key:
Chairman
Vice-Chairman
(ToR): Terms of Reference

**Marden Parish Council
Sub-Groups Structure 2025-2026**

FULL COUNCIL (ToR):

AMENITIES COMMITTEE (ToR):

Byelaws Sub-Group:
Cllrs: Adam and Newton
Clerk: Alison Hooker

Environmental Sub-Group (ToR):
(3/6 Cllrs + 8 MoPs)
Cllrs: Boswell, Dobinson, Rabot,
Summersgill and Turner
(1 Cllr vacancy)

Play Scheme Sub-Group (ToR):
(Chairman + 2 Cllrs)
Cllrs: Boswell, Rabot and Tippen
Clerk: Alison Hooker/Rachel Weeks

Village Events Sub-Group (ToR):
(Chairman + 4 Cllrs)
Cllrs: Boswell, Newton, Rabot and Tippen
(1 vacancy)
Clerk: Rachel Weeks

Allotments:
To be moved to Amenities when transfer completed
Cllrs: Boswell, Rabot and Tippen
Clerk: Alison Hooker

Communication Sub-Group (ToR):
(Chairman + 2 Cllrs)
Cllrs: Boswell, Rabot and Tippen
Clerk: Rachel Weeks

Highways Working Group
(Cllrs + MoPs)
Cllrs: Boswell, Dobinson, Goda, Griffiths
and Tippen
Clerk: Alison Hooker

Resilience Planning:
Cllrs: Gibson, Goda, Newton, Rabot,
Tippen and Turner
Clerk: Alison Hooker/Rachel Weeks

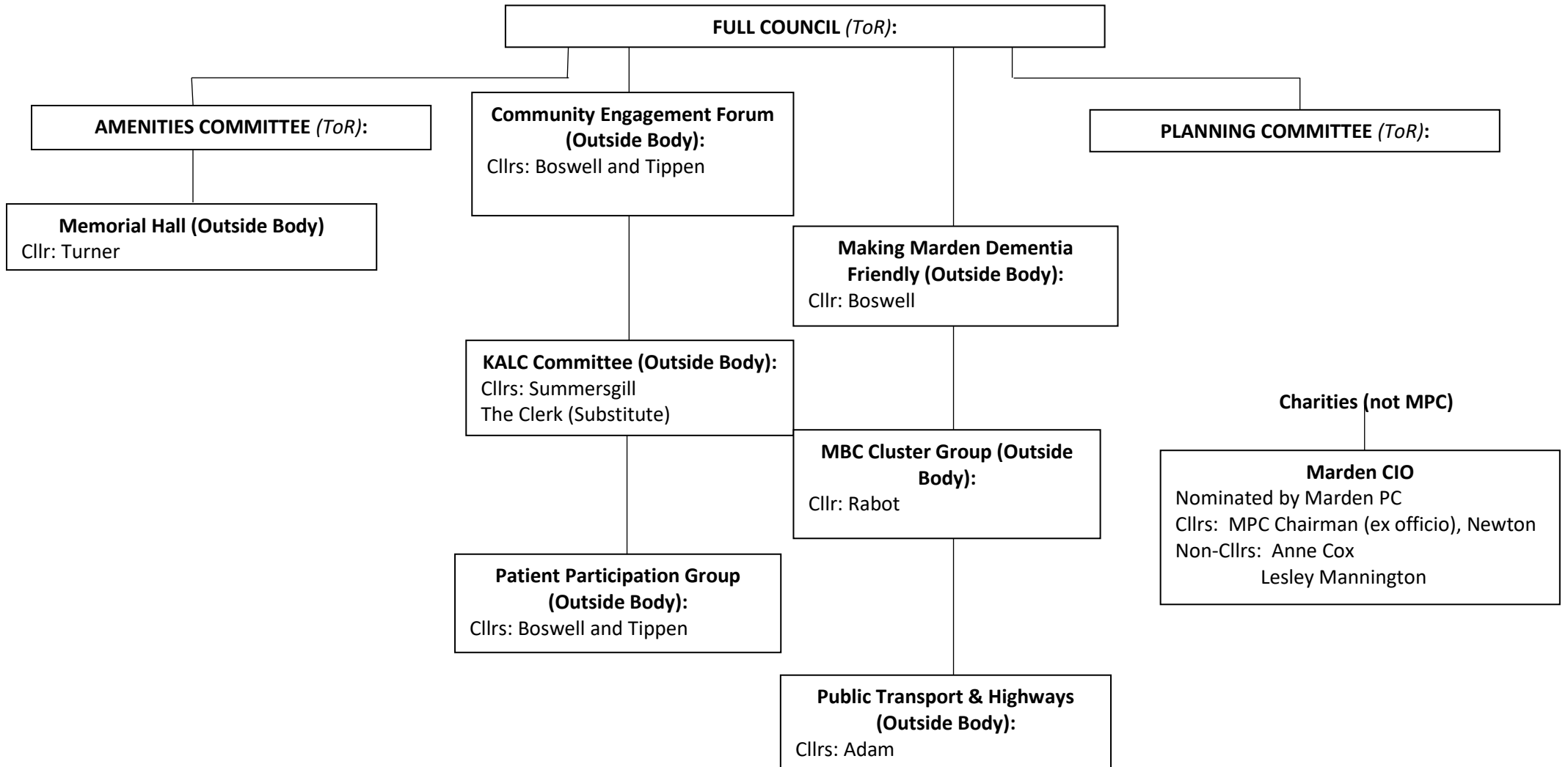
PLANNING COMMITTEE (ToR):

Assets of Community Value:
(Cllrs & MoPs)
Cllrs: Adam, Boswell, and Turner
Clerk: Alison Hooker

Asset Transfer Working Group:
Cllrs: Boswell, Dobinson, Rabot and
Tippen
Clerk: Alison Hooker

**Neighbourhood Plan Steering
Group(ToR):**
(Cllrs & MoPs – unlimited)
Cllrs: Adam, Boswell, Gibson, Goda,
Rabot, Tippen and Turner
Clerk: Alison Hooker

**Marden Parish Council
Outside Bodies Structure 2025-2026**



Schedule of Proposed Parish Council meetings 13th May 2025 to 11th May 2026

Tuesday evenings - all commencing at 7.30 pm

Some meetings may be scheduled to change – please check notice boards and website for details

Annual Parish Council Meeting at The Allens, Albion Road, Marden

12th May 2026

11th May 2027

Full Council Meetings at The Allens, Albion Road, Marden

9 th June	14 th July	11 th August	8 th September
13 th October	10 th November	8 th December	12 th January 2027
26 th January (Extra Ordinary Full Council Meeting – Agreement of Precept/Budget)			
9 th February	9 th March	13 th April	

Planning Committee Meetings at Parish Office, Memorial Hall, Goudhurst Road

19 th May	2 nd June	16 th June	7 th July
21 st July	4 th August	18 th August	1 st September
15 th September	6 th October	20 th October	3 rd November
17 th November	1 st December	15 th December	5 th January 2027
19 th January	2 nd February	16 th February	2 nd March
16 th March	6 th April	20 th April	4 th May

Amenities Committee Meetings at The Allens, Albion Road, Marden

26 th May	23 rd June	21 st July	25 th August
22 nd September	27 th October	24 th November	No meeting in December
26 th January 2027	23 rd February	23 rd March	27 th April

Finance Committee Meetings at Parish Office, Goudhurst Road, Marden

21st July – Q1 (tbc)

6th October – Q2 (tbc)

17th November – draft budget 2027/28

19th January – Q3 and to finalise budget/precept

27th April – End of Year

Green Party Councillors' Report of April 2026, for Marden & Yalding Ward Parishes –

Committees continued through April, with Policy Advisory Committees (PACs), the Overview & Scrutiny meeting on 13th and Planning on 22nd. Although there are no elections in Maidstone this May, there is a bit of a hiatus on formal Council business next month, with the ritual Mayor-making Council (and Civic Parade) on Saturday morning 16th, and then just the Planning Committee on 21st.

In a fairly busy period within the Borough Council after Easter, the Cabinet Meeting on 15th April dealt with nine 'business' items for approval, followed by the Full Council meeting on 29th April. The latest Cabinet agenda included several property-related items, including an update on the Archbishop's Palace, another acquisition site for housing, and aspects of repairs to the ParkWood Industrial Estate. There were also items on Rights of Nature (the first Council in England to adopt such a motion), changes to the Museum opening times (increased) and updating our Policies on Equity, Diversity & Inclusion (EDI), along with annual updates on Financial Exclusion and Local Plan. The full Council meeting on 29th had only two items for decision, both of which were passed after debate and some 'split' voting – one was on the recommendation to create a Town Council for unparished areas, and the other was to approve Councillors' remuneration for the next three years. A Motion on Litter in rural communities had much discussion, and will now go to Policy Committee.

We are still waiting to hear from Central Government about the future make-up of Kent for Local Government Reorganisation in 2028; a decision is expected in July, but recent government decisions on other Counties caused concern in some areas that what Boroughs proposed may not occur... Maidstone could still be part of a West Kent grouping, or possibly also tied to Ashford & Folkestone!

The Council Leader (along with some other Boroughs) has also met with South East Water, regarding concerns about future supply and capacity constraints (we have had several emails about this too), and MBC is asking for more clarity and specific details concerning a letter from SEW about supply planning for the next decade. We note that SEW's Chair has recently resigned, but the CEO remains.

Updates for Newsletters/Sharing with Residents:

Free Bicycle Checks & Minor Repairs - a new initiative to get those old wheels rolling again is being held at Maidstone Hospital on 6th May, and then at Invicta House (KCC) on 11th June & 8th July.

Volunteer Day – Monday 1st June @ Lockmeadow's Market Hall. Turn up and find out how/where you can help or assist. <https://news.maidstone.gov.uk/home/news/26/april/volunteer-day>

Maidstone's 'Big Day Out' - Saturday 13th June

MBC is inviting everyone to get out and enjoy our amazing parks and open spaces; please visit the website: www.bigdayout.info. Parishes are encouraged to host events as part of the celebration.

- Many half-term events at Maidstone Museum and Creative Maidstone (lower Stone Street)
- Carriage Museum opens again, with a special tour on 30th May
- Maidstone River Festival also returns 25th July

Consultations:

A Pump Track Survey (for the Willington Street Park'n'Ride site) is now live and can be accessed by all Borough residents here: <https://letstalkmaidstone.uk.engagemthq.com/pump-track-2026>

Parish Matters –

Collier Street – Grace attended the Parish meeting, where it was suggested some organisations (KALC, ACRE) could be contacted about aspects of the Village Hall transfer.

Hunton – Liaison continues with KCC about residents' consultation on The Square access/turnout. Mike has received some information about littering fines issued/paid on Hilltop, and communicated these with a resident (who had further thoughts), and with the litter picking organiser for the village.

Marden – Mike received further residents' concern/photos about a speculative housing proposal for homes off Plain Road; the land has recently been prepared for crops, and various ecological surveys are underway. Recent news has been heard about the Copper Lane housing development, which is now being progressed to 'reserved matters' stage (a Parish-wide meeting will be held on 19th May). Grace has chased up MBC Parking Services about a car parking Survey that the Parish had requested.

Nettlestead – The Pelican Crossing will not come up at JTB in July, as KCC have withdrawn their involvement in the Board; we are trying to find out more details on timings/funding. A resident in Nettlestead Green has contacted all Councillors (and MP & Kent Police) about three youths using catapults in the area and possibly in Yalding (although their Parish Clerk was unaware of any report). Grace has spoken to the Safer Communities Manager at MBC, who will escalate with Inspector Kent.

Yalding – Grace had raised the issue of regular fly-tipping on Mill Lane with the Waste Crime team, and Mike has received figures about fines issued/paid and enforcement activity using drones and hidden cameras on 'Small Profits' in 2024/25, along with seven other sites around the Borough. An application has gone in for a small solar farm in Laddingford, which needs to be viewed in detail.

Borough Councillors Grace Couch & Mike Summersgill – 2nd May 2026

Emails: michaelsummersgill@maidstone.gov.uk, gracecouch@maidstone.gov.uk

Full Council Meetings Action Log**ONGOING**

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A18	138/24	13th February 2024	Risk Assessments - review format (see A109)	Clerk	ONGOING: Continuing to be updated.	
A27	153/24		Review faint yellow lines in village	Cllrs	ONGOING: To report to the Clerk	
A105	125/25	10th December 2024	Update Word documents to meet new Accessibility regulations	Ali	ONGOING	
A109	136/25(F)	11th March 2025	Update Risk Assessments and upload to website	Ali	ONGOING	
A177	085/25	11th November 2025	Arrange further Speed Watch dates	Cllrs Rabot and Summersgill	ONGOING	

2024/2025

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A111	137/25(D)(e)	11th March 2025	Trial Sharepoint with a few Cllrs	Ali/Rachel		
A117	148/25(D)		Chase Southern Water	Ali	Chased April - September Mike Russell is now contact	

2025/26

Full Council Meetings Action Log

Action No.	Minute No.	Date of Meeting	Minute Action	Allocated to	To Do	Date completed
A150	046/25	12th August 2025	Write to Southern Water regarding the new pipework system at Bewl Water / flood risk assessment	Ali	Emailed Mike Russell 9/9/25	
A168	069/25	14th October 2025	Arrange meeting with Allotment Society	Ali / Cllr Rabot		
A171	074/25		Obtain quotes for wooden fingerposts	Ali / Admin Asst		
A172	080/25	11th November 2025	Invite PCSO to next Community Forum	Cllr Boswell		
A184	091/25		Apply for building Regs for public conv.	Cllr Turner		
A206	118/26	10th February 2026	Arrange meeting with MBC/KCC re asset transfers	Ali	Asset Transfer WG	
A208	118/26		Update Chairmen's board after May APCM	Ali		
A213	123/26	10th March 2026	Cllr Turner to view Business Stream account due to high invoice	Cllr Turner		
A230	142/26	14th April 2026	Cllr Rabot to liaise with Beat Officers for surgery dates	Cllr Rabot		
A234	142/26		Cllrs to look at GDPR training	Cllrs		
A235	142/26		Purchase equipment for Resilience Planning	Ali		

LOG OF CORRESPONDENCE AND HOW DEALT WITH?*No names/contact details should be added here*

APRIL

Date:	Contacted via	Who took call/emails?	Brief details of issue raised	Council/Committee	Outcome
01/04/2026	Email	Ali	Southons Field hirer confirming cancellation of booking in May	Amenities	Noted
01/04/2026	Email	Ali	MiB booking for playing field	Amenities	Noted
01/04/2026	Email	Ali	Kent Highways - work in Goudhurst Road should have been completed	Highways	To confirm and respond
01/04/2026	Email	Ali	x 5 MBC electoral roll updates	Office (confidential)	Passed to Admin Asst to update list
01/04/2026	Email	Ali	Stonemason - application for memorial	Cemetery	Printed - confirmation returned
01/04/2026	Email	Ali	MBC confirming removal of shopping trolley reported on 30/3/26	General	Noted
07/04/2026	Email	Ali	Village organisation report	General	Passed to Admin Asst to update APM handout
07/04/2025	Email	Ali	Staplehurst PC - solar farm application in Staplehurst	Planning	Noted
09/04/2026	Email	Ali	Waste company - duty of care certificate	Cemetery	Signed and returned
09/04/2026	Email	Ali	MBC regarding anti-social parking	Parking	Requested more information from resident
09/04/2026	Telephone	Ali	Spoke with architects regarding changing rooms	Full Council	Report to Full Council 14/4/26
09/04/2026	Email	Ali	Insurance brokers asking for more details regarding MPC buildings	Full Council	Provided more information
09/04/2026	Telephone	Ali	Confidential planning issue		Provided Borough Cllr email
13/04/2026	Email	Ali	Kent Highways - updated Highways Improvement Pack	Highways	Saved on file - take to next Highways Working Group meeting
13/04/2026	Email	Ali	x 2 confirming meeting with S/Field hirer on 23/4/26	Amenities	In diary
13/04/2026	Email	Ali	Insurers regarding valuation of buildings	Full Council	Sent costings of what is on file
13/04/2026	Email	Ali	Hirer of S/Field asking when field will be mowed	Amenities	Sent email to contractor
13/04/2026	Email	Ali	Email received from contractor - mowing this week	Amenities	Sent to S/field hirer
13/04/2026	Email	Ali	Email regarding pads for the library defib	General	Passed to PK for information
13/04/2026	Email	Ali	Annual reports received for handout	General	Added to handout
13/04/2026	Email	Ali	Confirmation of payment for S/Field hire	Amenities	Sent confirmation letter of booking

13/04/2026	Email	Ali	Kent Highways/resident regarding blocked footpath	Highways	Kent Highways investigating
13/04/2026	Telephone	Ali	Resident regarding annual report request and enforcement issue	General/Planning	Updated on enforcement
13/04/2026	Email	Ali	S/Field hirer confirming will drop off booking form shortly	Amenities	Noted
14/04/2026	Email	Ali	Resident asking about play scheme dates	Play Scheme	Clerk meeting with manager next week to confirm dates
14/04/2026	Email	Ali	.Gov regarding Find A Tender registration	Office	Completed registration - not required - need to use Contract Finder
14/04/2026	Email	Rachel/Ali	Website transfer	Office	
15/04/2026	Email	Ali	Resident asking when office is open to collect a copy of the newsletter	General	Informed no one in until Thursday
15/04/2026	Email	Rachel/Ali	Marden History Group asking for a poster to be advertised	General	Rachel to put on social media etc
15/04/2026	Email	Ali	Enquiry regarding hiring of playing field / southons Field for summer soccer schools	Amenities	Provided details (plus information regarding toilets)
15/04/2026	Email	Ali	PK would look into the defib pads and send MPC invoice	General	Noted
15/04/2026	Telephone	Ali	Company to arrange site visit to changing rooms	Amenities	Arranged for 21/4/26 @ 3pm
16/04/2026	Email	Ali	Confirmation of Contract Finder registration	Amenities	Noted
16/04/2026	Email	Ali	HugoFox website asking why MPC cancelled	Office	Responded
16/04/2026	Telephone	Rachel	Builders to book in site visit at the Changing Rooms	Amenities	Arranged to meet Thursday 23rd April at 13.00
16/04/2026	Email	Ali	3 x companies regarding tenders	Amenities	Sent tender documents / arranged site visits
17/04/2026	Email	Ali	Request for tender documents	Amenities	Sent documents
17/04/2026	Telephone	Ali	Request for tender documents	Amenities	Sent documents
17/04/2026	Email	Ali	Kent Highways update on dropped kerbs at school	Highways	Report to Highways WG
20/04/2026	Email	Ali	Response from s/f and p/f enquiry - requires toilets at location as all day sessions	Amenities	Noted - will contact again next year in regards to the playing field hire
20/04/2026	Telephone	Ali	Resident asking about the pop up bakers at Village Club	General	Unsure when they are due there - provided telephone number
20/04/2026	Email	Ali	MBC Solicitors confirming return of licence	Office	Return by Special / Recorded delivery (will post 22/4/26)

20/04/2026	Email	Ali	Printer regarding replacing signs on MPC vehicle	General	Arrange with caretakers when vehicle will be available
20/04/2026	Telephone	Ali	Request for tender documents	Amenities	Sent documents
21/04/2026	Email	Ali	Confirmation of byelaws submission	General	Noted
21/04/2026	Email	Ali	Request for tender documents	Amenities	Sent documents
21/04/2026	Telephone	Ali	Request for tender documents	Amenities	Answerphone message - trying to make contact to discuss
22/04/2026	Email	Ali	Confirmation from Bowls Club of hire of S/F	Amenities	Noted in diary
22/04/2026	Email	Ali	Village organisation with updated contact details for Welcome Pack	General	Amended
22/04/2026	Email	Ali	Parent asking about play scheme	Amenities	Will place on social media once dates confirmed
23/04/2026	Telephone	Ali	Company asking for more details on tender	Amenities	Provided information
23/04/2026	Face to Face	Ali	hirer regarding S/F usage	Amenities	Completed forms and payment received
24/04/2026	Telephone	Rachel	Request for Site Meeting at Changing Room	Amenities	Arranged for 28/04/2026 at 9.30am at Changing Room with Clerk
27/04/2026	Telephone	Rachel	Cleaning contractor from Public Toilets requesting more toilet rolls and invoice check	Amenities	Left email message for Clerk and Admin Assistant
27/04/2026	Face to Face	Rachel	Hall user needed key for John Banks Hall	Hall	Gave spare JBH key to use. User would return after use
27/04/2026	Face to Face	Rachel	Hall enquiry regarding form and date	Hall	Messaged Facilities Manager
28/04/2026	Face to Face	Ali	Resident reporting faded DYL	Highways	Will report online
28/04/2026	Telephone	Ali	Photocopier company - discuss new contract	Office	Asked for email and need info from current contract

Several site visits attended by both Ali and Rachel for the Changing Rooms tender process